HANDBOOK OF INFORMATION
FOR
THE USE OF STUDENTS

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UNIVERSITY OF CALCUTTA
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CONTENTS

CHAPTER I

		Page
	General Information	1

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CHAPTER II

College Students:

1.	Rules for Admission to Colleges	2
2.	Rules for Admission on Transfer	3
3.	Withdrawal of Names from an Institution	3
4.	Rules for Admission on Migration	3
5.	Rules for Migration to other Universities	4
6.	Rules for Registration of Students	4
7.	Attendance at Lectures	5
8.	Condonation of Deficiency in attendance at Lectures ...	6
9.	Condonation of Break in the Period of Studies	6
10.	Admission with Subject in which the College is not Affiliated	7
11.	Change of Course of Studies or of Subject or Subjects ...	7
12.	Change of College after failure. (Cases of students who come under Section 4A or 4B of the relevant Chapters of the Regulations)	7
13.	Change of subject after failure. (Cases of Students who come under Section 4A or 4B of the Relevant Chapters of the Regulations)	7
14.	Alteration in the Entry of Age	7
15.	Change of Name or Surname	8
16.	Cambridge School Certificate Examination—Equivalence ...	8

CHAPTER III

Non-Collegiate Students:

1.	Female candidates	10
2.	Teacher Candidates	12
	(*a*) Rules for the students belonging to this University ...	12
	(*b*) Rules for the students of other Universities ...	13
3.	External Students	14
4.	Combatants	15
5.	Rules for Honours Examination after Graduation (Teacher and Female Candidate)	15

PAGE

6. M.A. Examination:
   (a) Rules for Students of this University 16
   (b) Rules for Students of other Indian Universities ... 17
7. LL.M. Examination 18
8. General Information for Non-Collegiate Students 19
9. Rules regarding Admission of Medical Students to the B.Sc. Examination 19
10. Rules regarding Admission to M.B.B.S. Examination after passing the M.M.F. Examination 20
11. Rules regarding Admission to D.P.H. Course after passing the M.M.F. Examination 20

CHAPTER IV

1. Rules relating to Submission of Theses for Doctorate Degrees:
   (a) Doctor of Literature 21
   (b) Doctor of Science 21
   (c) Doctor of Philosophy (D.Phil.) in Arts, Science, Medicine, Engineering and Agriculture ... 21
2. Research Studentships, Scholarships, Medals and Prizes ... 22
3. Scholarships for Study in and outside India:
   (i) Bangabala Mookerjee Scholarship 22
   (ii) Biharilal Mandakini Scholarship 23
   (iii) Darbhanga Research Scholarship 23
   (iv) Dr. Kamal Krishna Raha Scholarship 24
   (v) Guruprasanna Ghosh Scholarship 24
   (vi) Jnanendramohan Sen and Sarala Sen Scholarships ... 24
   (vii) Kalyankumar Mukherjee Research Scholarship ... 25
   (viii) Radhikamohan Educational Scholarship 25
   (ix) Ramcharan Mitra Scholarship 26
   (x) Ramgopal Ghosh Scholarship 26
   (xi) Sibley Scholarship 26
   (xii) Sudhirkumar Mookerjee Scholarship 27
4. Appointments and Information Board and Students Advisory Bureau (Oversens) 28

CHAPTER V

Last dates:

1. Last Dates for Submission of Applications and Theses for Research Studentships, Medals, Prizes, etc. 28
2. Last Dates for Registration of Names for D.Phil. Degrees ... 29
3. Last Dates for Submission of Applications for Scholarships for Study outside India 29

PAGE

4. Last Dates for submission of Applications for permission to appear at different University Examinations as Non-Collegiate Students 29
5. Last Dates for Submission of Fees for Admission to the different University Examinations and Commencing Dates for such Examinations 30

CHAPTER VI

FEES

1. Rates of Fees for Admission to different University Examinations 32
2. Rates of Fees for Marks, Certificates, Diplomas, etc. ... 34
3. Rules for Refund of Examination Fees 35

CHAPTER VII

MISCELLANEOUS

1. Rules for Change of Centre of Examination 35
2. Rules regarding Scrutiny of Answer Papers 36
3. Mark-sheets and Crossed Lists 36
4. Rules and Conditions for the Issue of Original Diplomas ... 37
5. Rules and Conditions for the Issue of Duplicate and Provisional Admit Cards, Certificates, Diplomas and Special Certificates 38
6. Certified Copy of Entries 39
7. Migration Certificate 40

Appendix

A. Application Form for permission to appear at Examinations for Non-Collegiate External Students 41
B. Application Form for permission to appear at Examinations for Non-Collegiate Female Candidates 42
C. Application Form for permission to appear at Examinations for Non-Collegiate Teacher Candidates 43
D. Application Form for permission to appear at the M.A. Examination as a Non-Collegiate Student 44

HANDBOOK OF INFORMATION

CHAPTER I

General Information

GENERAL—There is no publication in this University entitled the 'Prospectus'. Information regarding (1) Admission of students to colleges, (2) Admission of candidates to all Examinations and Degrees and (3) Syllabus of studies for the different Examinations of this University are contained in its Regulations.

(*a*) List of Text-books for the different examinations, (*b*) full information regarding Endowments, Fellowships, Research Studentships, Scholarships, Prize and Medals, (*c*) Description of Affiliated Institutions are contained in the University Calendar.

The Regulations and the Calendar are sold at Rs. 7 and Rs. 12 respectively, copies of which may be had of the following Book-sellers:—

1. Chuckervertty Chatterjee & Co., Ltd., 15, College Square, Calcutta.
2. Kamala Book Depot, 15, College Square, Calcutta.
3. The Book Company, Ltd., 4-3B, College Square, Calcutta.
4. Sen, Ray & Co., Ltd., 15, College Square, Calcutta.
5. Thacker, Spink & Co., (1933), Ltd., 3, Esplanade East, Calcutta.
6. Sen Brothers & Co., 15, College Square, Calcutta.
7. The Modern Book Agency, 10, College Square, Calcutta.
8. Oxford Book and Stationery Co., 17, Park Street, Calcutta.
9. Sree Guru Library, 204, Cornwallis Street, Calcutta.
10. Dasgupta & Co., Ltd., 54/3, College Street, Calcutta.
11. Chattopadhyay Brothers, 1-1-1A, Bankim Chatterjee Street, Calcutta—12.

Syllabus for B.Com. Examination and Lists of Text-books for the following examinations are sold at *annas four per copy* and will be available from the Registrar, Calcutta University, on sending the requisite money.

(1) I.A. & I.Sc. Examinations
(2) B.A. & B.Sc. Examinations
(3) B.Com. Examination
(4) LL.B. Examination
(5) LL.M. Examination
(6) B.T. Examination
(7) I.Sc. (Ag.) Examination
(8) B.Sc. (Ag.) Examination

Syllabuses and lists of Text-books in different subjects for the M.A. and M.Sc. Examinations will be available from the Secretary, University Colleges of Arts and Commerce, Asutosh Building, Calcutta University (for

Arts and Commerce subjects) and the Secretary, University Colleges of Science and Technology, 92, Upper Circular Road, Calcutta—9 (for Science subjects).

An application to the University authorities should always be formally submitted through the Head of the Institution in which the student is at present reading or studied last, together with a full statement of his academical career.

In making correspondence with the University, the number and date of the latest communication, if any, received from the University Office, should always be quoted.

Subjects to be chosen by a student for a particular examination, must conform to the provisions laid down in the Regulations. Attention of students is particularly invited to those provisions under which they are not permitted to take up a particular subject unless they have passed a corresponding or an allied subject in the examination immediately preceding, *e.g.*, no student shall be permitted to take up Physics or Chemistry for the B.Sc. Examination unless he has taken up both Mathematics and Physics for the Intermediate Examination.

CHAPTER II

Rules for admission to Colleges

1. Save as otherwise provided, admission of students to affiliated colleges shall ordinarily be allowed at the commencement of an academic* year and on or before such date as the Syndicate may appoint in that behalf.

2. A person shall be eligible for admission to the University if he has passed the School Final Examination held by the Board of Secondary Education, West Bengal, or the Intermediate or Diploma or Degree examination of the University as the case may be or any other examination which is or may be recognised by the University as equivalent to the above Examinations in each case.

3. Save as otherwise provided, a person who applies for admission to a course of study in a College may be admitted upon production of either the certificate of the University or of a recognised academic Body or the mark-sheet together with the University Admit Card as proof of his having passed the qualifying examination.

4. If a student sent up for any University examination has not appeared at such examination, he may, on production of the University Admit Card be admitted to any college. The Admit Card with the fact and date of admission written across it shall be retained by the Principal of the College.

5. If a student who has failed in a University examination applies for admission, he may, on production of the mark-sheet, be admitted to any college.

* Academic year covers the period from June to May.

Rules for Admission on Transfer

Transfer

1. If a student has been admitted to a college he shall not, except as otherwise provided, be subsequently admitted to any other college without the production of a Transfer Certificate from the Principal of the college in which he has last been reading.

2. A student admitted to a college, shall not ordinarily be allowed to take a transfer to any other college, except at the end of the academic year.

3. A student applying for admission to a college on transfer from another college within a month of the date of transfer shall not be liable to pay tuition fees for the period for which he has paid tuition fees in the first college.

4. When a student has been granted a transfer or withdrawal certificate his attendance at lectures shall be reckoned up to and including the date borne on the Certificate.

5. A student shall be liable to pay a transfer fee, which shall not exceed the ordinary monthly tuition fee.

Withdrawal of names from an Institution

1. A student who desires to withdraw from a college must apply in writing for a withdrawal certificate.

(2) Such certificate may be granted in the prescribed form on payment of all sums of money due to the college up to the end of the month in which the student applies for withdrawal.

(3) A student who has been granted a withdrawal certificate may be readmitted to the college on payment of all fees as if the certificate had not been granted.

2. A withdrawal certificate shall not entitle a student to admission to any other college which can be secured only on the production of a Transfer Certificate.

3. When a student is granted a withdrawal certificate, he shall on re-admission have the benefit of the lectures attended by him with the special permission of the Syndicate on such terms and conditions as the Syndicate may prescribe.

Rules for admission on Migration

Admission on migration to any course of study in any college (or in the Post-graduate course of study) under this University in the middle of a session is not permissible except on ground of (a) health and (b) transfer of guardian. In such case previous permission of the University must always be secured on application by the student through the head of the institution in which he intends to join.

A student who is desirous of continuing his studies in this University after completion of a course of study from a different University or Board will be required to submit an application in prescribed form available in the office of colleges, for sanction to his admission on migration within three months from the date of his admission here through the Head of the institution in which he has joined together with Migration Fee of Rs. 20 only and the following documents:—

(*a*) Pass Certificate of the last examination passed or Transfer Certificate in case of students migrating in the middle of a session.

(*b*) Migration Certificate from the University he migrates.

(*c*) Eligibility Certificate in case of students who pass S.S.L.C. Examination.

Rules for Migration to other Universities

A student who desires to migrate from this University will be required to apply in a prescribed form (available on application) through the head of the institution in which he read last together with the Migration Fee of Rs. 20 only.

In case of students who have passed their previous examinations as non-collegiate students, the applications for the purpose must accompany their Pass Certificates or Admit Cards of the examinations under this University at which they appeared last.

In case of students who did not proceed to college course of studies after passing the Matriculation Examination of this University and consequently did not register their names as students of this University, their names are to be registered first before Migration Certificates can be issued to them. Such students will apply in prescribed form for registration of their names together with the usual Registration Fee of Rs. 5 only along with their application for migration. In such case Migration Fee is Rs. 15 only and the students will be required to pay Rs. 20 in all (Rs. 15 for migration and Rs. 5 for registration).

*Rules for Registration of Students

No one shall be eligible for admission to any University Examination unless his name has been Registered.

Every student applying for Registration shall be required to pay a fee of Rs. 5.

Application in the prescribed form, available in the College Office should be submitted through the Principal of the college concerned within one month of the date of admission.

* Rules for Registration of Non-Collegiate students, *vide* Chapter II (Non-Collegiate Students).

In the case of students joining this University on migration from some other University, registration shall be effected only after the migration has been sanctioned.

The Registration number thus obtained, must be quoted in all applications, etc., to the University.

In the case of students who desire to appear at any examination under this University as non-collegiate or external students, application for registration will have to be made in prescribed forms duly filled in and countersigned and completed with Registration Fee of Rs. 5 each and documents where necessary after they receive permission of the Registrar to appear at the examination.

Students who have once registered their names as students of this University cannot be registered again though they might resume their studies after along gap and their old registration number will serve the purpose.

Attendance at Lectures

1. Every candidate who intends to appear as a collegiate student at any examination shall be required to prosecute a regular course of study for the period specified in the Regulations in the subjects which he takes for the examination in question.

2. No student shall be considered to have prosecuted a regular course of study in any subject for any examination unless he has attended at least 75 per cent. of the lectures delivered and at least 60 per cent. of the tutorial classes held in that subject.

3. If the College to which the student belongs, is not affiliated in a particular subject which he desires to take for an examination, he may be permitted, by mutual arrangement between the Principals of the Colleges concerned, to attend lectures and tutorial classes in that subject in another College affiliated in that subject.

4. The percentage of attendance of every student under Regulation 1 above shall be calculated on the total number of lectures delivered and the total number of tutorial classes held in each subject from the commencement of the academic year. If a student is transferred from one College to another, the percentage of attendance in the first College shall be calculated on the total number of lectures delivered and the total number of tutorial classes held in each subject up to the date borne on the transfer certificate and in the second College on the lectures delivered and the total number of tutorial classes held after the date.

In the case of students who have not been sent up for short percentage of attendance, they will have to read for another academic year and their percentage will be calculated on the basis of their attendance during that year.

In the case of students who fail in an examination and are required by the Regulations to attend for one academic year, the percentage will be calculated on the basis of lectures delivered and tutorial classes held since the expiration of a week after the publication of the result of the examination.

5. A student will be considered to have prosecuted a regular course of study in a subject for the M.A., M.Com., M.Ed., M.Sc., or M.Sc. (Tech.) Examination if he has attended 65 per cent. of the lectures delivered in it. If, however, in exceptional circumstances the total number of University lectures delivered in any subject falls below the prescribed minimum, attendance at 65 per cent. of lectures actually delivered in it will be considered sufficient.

6. The students of Colleges who may be in Military or Naval training will, for purposes of admission to their respective examinations, be deemed to have attended all lectures and practical work during such period in their respective classes in the subjects taken by them provided they produce certificates of having been in such training from the officer under whom they were in training:

Provided also that in the case of students with Science subjects they produce certificates from the Principals or some other competent authority approved by the Syndicate, to the effect that they have taken satisfactory courses of practical work in these subjects:

Provided further that students of the University taking part in the Inter-University Athletic contests shall be deemed to have attended lectures or practical classes up to a limit of total of six days in one academic year, during their absence necessitated by those matches but that no compensation shall be given to the students taking part merely in Trial matches of Inter-Collegiate League matches.

Condonation of Deficiency in Attendance at Lectures

If a student who is enrolled as a member of a college but whose attendance falls short of the prescribed minimum, is allowed by the University to appear at an examination on payment of the prescribed Condonation fee, he is not a non-collegiate student.

Condonation of Break in the Period of Studies

Break in the period of study of a student for more than two years will not be condoned. Students who discontinue their studies at the 2nd-year or 4th-year stage and do not join any college within two years calculated from the date of discontinuance will not be allowed to resume their studies in the 2nd- or 4th-year class but they must join the 1st- or 3rd-year class as the case may be. Applications for condonation of a break for more than two years will not therefore be entertained.

Admission with Subject in which the College is not Affiliated

If the college to which the student belongs, is not affiliated in a particular subject which he desires to take for an examination, he may be permitted, by mutual arrangement between the Principals of the colleges concerned, to attend lectures and tutorial classes in that subject in another college affiliated in that subject.

Change of Course of Studies or of Subject or Subjects

Students are advised to choose their course and subjects very carefully at the time of admission to the college. If on any ground the change of course or of subject or subjects becomes necessary the students should do so *within one month from the date of their admission*. Such change, if made within the period specified, need not be reported to the University and may be allowed by the Head of the Institution concerned at his discretion, provided the Institution is affiliated in the new subject taken up.

No student should be allowed to change the course or subject or subjects after the prescribed period mentioned above without reference to the University.

Change of College in the case of a Student who comes under Section 4A or 4B of the relevant Chapters of the Regulations

If a student who comes under the provisions laid down in 1st paragraph of Section 4A or 4B of the relevant chapters of the Regulations, changes his college and appears at the University examination without attending classes he will be deemed to be non-collegiate student and as such he must pay the usual Non-Collegiate Student's fee.

Change of Subject in the case of a Student who comes under Section 4A or 4B of the relevant Chapters of the Regulations

If a student who comes under the provisions laid down in 1st paragraph of Section 4A or 4B of the relevant chapters of the Regulations, changes any of his subjects, he must attend required number of lectures in the new subjects for one year and pay the usual Non-Collegiate Student's fee. He will be deemed to be a non-collegiate student.

Alteration in the Entry of Age

Applications for alteration in the entry of age of persons who appeared at or passed the Matriculation Examination or the Entrance Examination of this University are not entertained.

Change of Name or Surname

* An application from a candidate for change of his name or surname should be supported by a duly-sworn affidavit, setting forth the reasons for which the change is applied for, and should be accompanied by the usual fee of Rs. 50. The application must be submitted through the Head of the Institution where the applicant has been prosecuting his studies or where he read last. The proposed change should be published in at least one newspaper of the locality where his parents have residence, which should be submitted along with the application.

All such applications should always be accompanied by *two certificates of identity* from two separate persons who must be either (*i*) a Principal or Vice-Principal of a college under this University, (*ii*) of a Member of the Senate, or (*iii*) a University Teacher, or (*iv*) a Gazetted Officer, or (*v*) any other person known to the University.

N.B.—Each case for change of name or surname is judged on its merits.

Revised Rules regarding recognition by the Calcutta University of (A) the Cambridge School Certificate Examination and (B) the Cambridge Higher School Certificate Examination .....

A

Rules regarding Cambridge School Certificate Examination

(Adopted by the Syndicate on 8th April, 1949.)

(*i*) That students who have passed the Cambridge School Certificate Examination, be regarded as having passed an examination equivalent to the Matriculation Examination of this University, subject to the following proviso:—

That in the case of Indian students passing the Cambridge School Certificate Examination in 1944 or thereafter, they must have passed the aforesaid examination in a paper on an Indian language.

* Change of surname of a *female candidate* may be allowed without payment of any fees or production of affidavit and cuttings from a newspaper provided that it is necessitated by her marriage. In case of students belonging to an affiliated college, applications for the purpose should be submitted through the Principal of the college concerned. In case of those who do not belong to any affiliated college the applications should be *countersigned by the husband*, and in case where the husband is not alive, by the legal guardian of the candidate, or by the Principal of an affiliated College or by a Fellow of the Calcutta University.

(*ii*) That students appearing at the Cambridge School Certificate Examination in December, may be allowed, pending publication of their results at the examination, to join the 1st-year I.A. or I.Sc. Class in colleges affiliated to this University, provisionally, in the month of January following, and to appear at the Intermediate Examination, after a regular course of study for a year and a half, as non-collegiate students, provided that they are sent up for the examination by the authorities of the colleges to which they belong and satisfy the other usual requirements of the University, and provided further that they pass the Cambridge School Certificate Examination either in Grade I or in Grade II. If they pass the examination in Grade III, they will be required to prosecute a regular course of study in an affiliated college for a period of two years, as required under the Regulations, before they are sent up for the Intermediate Examination. If such students fail to pass the Cambridge School Certificate Examination, their provisional admission to the college will be cancelled.

[*Note.*—In the case of the colleges at Darjeeling, such students may join a college not later than the 15th of March, instead of January.]

B

RULES REGARDING CAMBRIDGE HIGHER SCHOOL CERTIFICATE EXAMINATION

(*i*) That students who, after having passed the Matriculation Examination of this University or any other examination recognised as equivalent thereto, passed the Cambridge Higher School Certificate Examination, be regarded as having passed the Intermediate Examination in Arts or Science of this University.

(*ii*) That students who, after passing the Matriculation Examination of this University or any other examination considered equivalent thereto, prosecute a regular course of study for two years and appear at the Cambridge Higher School Certificate Examination in December, will be allowed provisionally to join the 3rd-year B.A. or B.Sc. Class of an affiliated college in January following, and that they will be allowed to appear at the B.A. or B.Sc. Examination, as the case may be, as non-collegiate students, after a regular course of study for one year and a half, on passing the college Test and on satisfying the other requirements of the University, it being understood that their provisional admission to the colleges will be cancelled if they fail to pass the Cambridge Higher School Certificate Examination. This concession will not be applicable in the case of students who, after passing the Matriculation Examination of this University or any other examination recognised as equivalent thereto, have not prosecuted a regular course of study for full two years before passing the Cambridge Higher School Certificate Examination. Such students will be required to join a college from the commencement of the academic session and prosecute a regular course of study for a

period of two years, as required under the Regulations, before they will be allowed admission to the B.A. or B.Sc. Examination.

[*Note.*—In the case of the colleges at Darjeeling, such students may join a college not later than the 15th of March, instead of January.]

N.B.—(1) Students joining this University after passing the Cambridge Examinations, will be required to pay the usual Migration Fee of Rs. 20. If they join an affiliated college after the expiry of the last date of admission, they will be required to pay, in addition, the usual Late Admission Fee of Rs. 5.

(2) A student who, after appearing at the Cambridge Higher School Certificate Examination in any year, fails to join an affiliated college in the month of January* immediately following his examination, as provided for in Rule A (*ii*) above, will be required to prosecute a regular course of study in an affiliated college for the full period of two years from the commencement of an academic session.

(3) A student who, after appearing at the Cambridge Higher School Certificate Examination in any year, fails to join an affiliated college in the month of January* immediately following his examination, as provided for in Rule B (*ii*) above, will be required to prosecute a regular course of study in an affiliated college for the full period of two years from the commencement of an academic session.

CHAPTER III

Non-Collegiate Students

Rules for Different Examinations

(i) Female Candidates :—

1. (*a*) A Female candidate, who passed the (*i*) Matriculation or (*ii*) the Intermediate Examination (or their equivalent) of this University or any other University or Board, is eligible for admission to the (*i*) Intermediate, (*ii*) B.A., or (*iii*) B.Com. Examination of this University as a non-collegiate student, provided *two years* have elapsed from the time of her passing the (*i*) Matriculation or (*ii*) the Intermediate Examination, respectively.

(*b*) A female candidate may be admitted to the Preliminary Law Examination as a non-collegiate student provided one year has elapsed after her graduation, to the Intermediate Law Examination provided one year has elapsed after her passing the Preliminary Law Examination, and to the Final LL.B. Examination provided one year has elapsed after her passing the Intermediate Law Examination.

N.B.—A female candidate who discontinued her studies in a college affiliated to this University would be eligible for the benefit of the above rules.

* The 15th March, in the case of colleges at Darjeeling.

2. The Certificate or marksheet of the last University/or Board's Examination passed, and the Admit Card, in case of an unsuccessful candidate at a previous examination, must be produced *in original*.

3. *Those who have not already been registered as students of this University are to pay a fee of Rs. 5 each for such registration after they obtain permission to sit for the respective examinations as non-collegiate students. The application form for registration will be available on application.*

4. If the candidate takes up a *Science subject*, she must produce a certificate from the Principal of a college, affiliated to this University, or from some other authority approved by the Syndicate, to the effect that she has received a course of *practical training in the proposed subject* up to the prescribed standard during the session immediately preceding the examination to which admission is sought. *The subjects (Compulsory and Optional) to be offered by a candidate at a University Examination must be according to the Regulations of this University for that examination.*

5. Non-Collegiate Student's fee of Rs. 20 only, which will not be refunded under any circumstances, will have to be paid.

6. Students taking up Bengali, Assamese, Hindi or Urdu as Alternative Vernacular shall be examined in an Additional Paper in that language in lieu of the paper in Vernacular provided, however, that this will not apply in the case of a student who takes up for the Intermediate Examination as Alternative Vernacular a language which is not her own Vernacular.

No candidate shall be allowed to take up Mathematics for the Intermediate Examination unless she has previously passed the Matriculation Examination or its equivalent in that subject.

7. No candidate shall be allowed to take up Mental and Moral Philosophy at the B.A. Examination unless she has previously passed the I.A. Examination in Logic.

8. No candidate shall be allowed to take up Mathematics for the B.A. Examination unless she has previously passed the Intermediate Examination in that subject.

(Lists of Text-books and the Regulations containing Syllabuses of Studies for I.A., I.Sc., B.A. & B.Sc. Examinations may be purchased at annas four only per copy.)

9. Exact No. and Date of the latest communication received from the University must always be quoted to enable the Office to trace previous correspondence on the subject, if any.

10. Whether before proceeding to the Intermediate, B.A. or B.Com. Examination, a female candidate will or will not have to pass the Test Examination of a college affiliated to this University in any particular year will be announced in the leading local newspapers in due course during the year immediately preceding the year of the examination.

Additional Requirements to be fulfilled by a Candidate belonging to a different University or Board

(*a*) A *Migration fee* of Rs. 20 only is to be paid by those only who belong to a different University or Board but are now seeking admission to an examination of the Calcutta University.

(*b*) A *Migration Certificate* from the Registrar of the University from which the student migrates or from any other proper authorities of the Education Board concerned, permitting her to prosecute her studies in this University, must be submitted.

Change of Surname

If a female candidate desires to change her surname on account of her marriage, in the records of the University, a formal application for the purpose should be submitted *separately*. Such applications must be countersigned by the husband, and in the case where the husband is not alive, by the legal guardian of the candidate, or by the Principal of an affiliated college or by a Fellow of the Calcutta University.

(ii) **Teacher Candidates*** :—

Rules for the Students belonging to this University

(1) Candidates who have passed (*i*) the Matriculation Examination or the School Final Examination of the Board of Secondary Education, West Bengal, or (*ii*) the Intermediate Examination of this University, not less than two years previously, may be permitted to appear at the Intermediate, B.A., B.Sc. or B.Com. Examination, as the case may be, as non-collegiate students, provided that they have been employed as teachers in one or more school or schools recognised by an Indian University or Board or approved by the Education Department of the State concerned (except one located in Pakistan) for a continuous period of at least three years expiring within three months preceding the examination to which admission is sought.

N.B.—Laboratory Assistants and Demonstrators and Librarians of affiliated colleges shall be treated as teachers.

(2) A candidate taking up a Science subject must produce a certificate from the Principal of an affiliated college or some other authority approved by the Syndicate, to the effect that he has received a course of Practical training in that subject in an approved Laboratory according to the syllabus prescribed by this University, *during the session immediately preceding the examination to which admission is sought*.

* The prescribed form of application for permission will be available in the Office of the Registrar, Calcutta University.

(3) If the candidate has served as a Teacher, Demonstrator, Librarian or Laboratory Assistant in more than one Institution, approved, recognised or affiliated, as the case may be, he should submit a certificate, with the seal of the Institution affixed thereto, from the Head of each such Institution, showing the exact date of his joining and leaving the Institution. If during the period of his service in any particular institution there has been any break on account of any reason whatsoever, the period or periods of such break or breaks must be clearly stated in the certificate to be produced from the Head of the institution concerned.

(4) An intending candidate, satisfying the above conditions, must submit an application for the purpose in the prescribed form to the Registrar through the Head of the Institution in which he is employed, together with—

(1) a Non-Collegiate Student's fee* of Rs. 20 (*which will not be* refunded under any circumstances); and

(2) the Matriculation or the Intermediate Pass Certificate, as the case may be, *in original*.

N.B.—(1) Before proceeding to the examination a candidate will have to register his name as a student of this University unless he has already done so, and for that purpose he will have to fill in the prescribed form of application (available from the Office of the Registrar) and submit the same to the University separately together with a fee of Rs. 5.

The School Final Examination (Science Side), conducted by the Director of Public Instruction, West Bengal, is recognised as equivalent to the Matriculation Examination of this University.

(2) Applications should be made *as early as possible after the month of June* preceding the examination to which admission is sought.

Rules for the Students belonging to other Universities

Students who have passed an examination of an Indian University or Board of education equivalent to (*i*) the Matriculation Examination or (*ii*) the Intermediate Examination of the Calcutta University (as the case may be) not less than two years previously may be permitted to appear at (*i*) the Intermediate or (*ii*) the B.A. and B.Sc. Examinations of this University, as the case may be, as non-collegiate students, only if they have served as teachers in an institution or institutions recognised either by the University of Calcutta or by the Education Department of the Government of West Bengal for a *continuous period of at least three years, immediately preceding* the examination to which they seek admission and satisfy the other conditions laid down in the Regulations.

* The fee must be paid in cash or by Postal Order and the fact of such payment should be separately reported to the Registrar.

(iii) **Rules for the External Students** :—

(1) (*a*) Candidates who passed (*i*) the Matriculation Examination of this University or the School Final Examination of the Board of Secondary Education, West Bengal, or (*ii*) the Intermediate Examination of this University, not less than three years previously, may be permitted to appear at the I.A., B.A. or B.Com. Examination, as the case may be, as non-collegiate external students.

(*b*) Any candidate who satisfies the above requirement and was once enrolled as a member of a college but subsequently gave up his studies will be entitled to the benefit of the above provisions on production of the Transfer certificate or withdrawal certificate from the college concerned.

(2) Candidates must take up subjects according to the provisions of the relevant Regulations, excepting those subjects in which laboratory work or practical training and/or examination is necessary (*e.g.*, Physics Chemistry, Geography, Physiology, Botany, Zoology, Geology, Anthropology, Biology, Psychology, Statistics, Junior Military Course and Senior Military Course).

(3) Permission to appear at the examination as an external student may be granted on the merits of each case and such permission will be granted only in special circumstances considered sufficient by the University.

N.B.—The above provisions which were given effect to from the examination of 1956 will remain in force for 5 years only.

(4) An intending candidate, satisfying the above conditions, must submit an application for the purpose in the form prescribed for the purpose to the Registrar together with—

(*i*) a Non-Collegiate Student's fee* of Rs. 20 (which will not be refunded under any circumstances), and a migration fee of Rs. 20 (in case of refugee students from East Pakistan).

(*ii*) the Matriculation, School Final or the Intermediate Pass certificate, as the case may be, in original and migration certificate (in case of refugee students from East Pakistan) from the Registrar of the University from which they migrate or from the Secretary of the Education Board concerned.

(*iii*) two copies of bust photographs of the applicant signed by the person who will countersign the application.

N.B.—(1) Before proceeding to the examination a candidate will have to register his name as a student of this University, unless he has already done so, and for that purpose he will have to fill in the prescribed form of application (available from the Office of the Registrar) and submit the same *separately* to the University together with a fee of Rs. 5.

(2) An announcement whether external candidates for any particular examination in any year will or will not have to pass the test examination of any affiliated college before appearing at the final examination will be

* The fee must be paid in cash or by Postal Order.

made in the local leading newspapers in due course during the year preceding the year of the examination.

(3) Applications for permission to appear at examinations under these rules should be made on or before 31st August of the year preceding the year of Examination at which a candidate intends to appear.

(4) No application for permission can be placed before the relevant authorities for consideration unless it is complete with all the documents and fees mentioned above.

(iv) **Combatants**:—

A student of this University, employed as a Regular Combatant in the Defence Services may be permitted to appear at the Intermediate, B.A. or B.Com. Examination as a non-collegiate student provided he applies through the Commanding Officer as also through the Principal of the College in which he read last with the following fee and documents:—

(1) A statement of his previous academic career.

(2) A statement from the Principal of the college concerned showing the period during which he had been studying in the college as also the number of lectures attended in each subject, and a certificate of practical training in each of the Science subjects, if any. (To be required in the case of students who left the college while reading).

(3) A certificate from the Officer Commanding under whom the candidate is now placed, testifying to the nature and period of his military training or service and stating clearly if he is a combatant.

(4) A Pass Certificate of the last University Examination.

(5) In case he takes up a Science subject or subjects, he should state the name of the college affiliated to a University or Board of Education, as the case may be, in which he has been undergoing the necessary practical training in the Science subjects to be offered by him at the Examination up to the standard laid down in this University Regulations.

(6) A Non-Collegiate Student's fee of Rs. 20 only.

All correspondence with the University should be made through the Officer Commanding.

Rules for Honours Examination after Graduation (Teacher and Female Candidates)

A Teacher of an affiliated or approved educational Institution who has been employed as such for a period of three years, being a graduate of this University, or a woman may take up Honours in any subject at the examination without being required to prosecute a course of study in the Honours subject but such a candidate must pass the test examination in Honours in a college affiliated in Honours in that subject.

[*N.B.*—The expression *Teacher* includes a Librarian, a Laboratory Assistant and a Demonstrator in an affiliated or approved Educational Institution.]

Intending candidates will have to apply for permission to appear at the Honours Examination in any subject as non-collegiate students together with their original B.A. Diploma and the usual Non-collegiate Student's fee of Rs. 20.

No one who is already an M.A. or who is allowed to appear or has passed in one Honours subject, will be permitted to appear in another Honours subject in the same or in any subsequent year.

A student desiring to appear in Mathematics or in a Science subject will have to prosecute a regular course of study in the subject for two academical years in a college affiliated in Honours in that subject and pass the College test in the Honours subject.

Names of students who pass the examination in Honours in one subject only will be published in a separate list without any distinction or class, and such students will not be entitled to any prize, medal or scholarship on the result of such Examination.

M.A. EXAMINATION (NON-COLLEGIATE)

Rules for the Students of this University

1. (*a*) A candidate who has passed the B.A. Examination not less than three academical years previously may be admitted as a Private student to the M.A. Examination in any of the following subjects:—English, Sanskrit, Pali, Arabic, Persian, Hebrew, Syriac, Greek, Latin, French, German, Bengali, Modern Indian Language (other than Bengali), Comparative Philology, Mental and Moral Philosophy, History, Ancient Indian History and Culture, Islamic History and Culture, Economics, Political Science and Pure Mathematics. (*b*) A candidate who passed the B.Com. Examination not less than three years previously may be admitted as a private student to the M.A. Examination in Commerce.

2. A candidate who has passed the B.Sc. Examination not less than three academical years previously may be admitted as a Private student to the M.Sc. Examination in Pure Mathematics.

3. No one is permitted to appear at the M.A. or M.Sc. Examination of the University in a *science subject* unless he has prosecuted a regular course of study in that subject in the University Colleges of Science and Technology for a period of two academical years.

If, after prosecuting a regular course of study, as referred to in the above clause, a student does not appear at or pass the examination, he may apply for permission to appear at the examination 3 years after completion of the regular course of study, on attending Practical classes regularly for one year in the University Colleges of Science and Technology immediately

preceding the examination. Such students will be required to produce along with his application a certificate from the Secretary, University Colleges of Science and Technology to the effect that he has been undergoing practical training regularly and will continue to receive the training during the year.

4. Any Master of Arts may be permitted to appear at the M.A. Examination in any *subject or a group comprised in a subject* other than that in which he was previously examined, provided he satisfies the other conditions mentioned in the Regulations.

5. A candidate who wishes to proceed to the M.A. Examination after passing the B.Sc. or M.Sc. Examination is required to pass the B.A. Examination in English (all Pass papers) and in Vernacular together, in order to be eligible for admission to the M.A. Examination. The candidate, if successful at the examination, is not, however, entitled to the B.A. Degree.

6. A B.Sc. passed candidate who has already passed the B.A. Examination in English, Paper III, only and in Vernacular will not be eligible for admission to the M.A. Examination before he passes the B.A. Examination over again in English (3 papers) and Vernacular only. This rule is given effect to with effect from the Examination of 1955.

7. No application can be placed before the Syndicate unless the *fee* and the *documents* noted below are submitted:—

(*i*) The Non-Collegiate Student's fee of Rs. 20 only. (The fee is to be paid in cash or by Postal Order).

N.B.—Female candidates are not exempted from payment of this fee.

(*ii*) The B.A., B.Sc., B.Com., M.A. or M.Sc. Diploma, *in original*, as the case may be.

8. For information regarding the groups of subjects that may be taken up by a candidate, syllabus of studies, pass marks and other Rules for the examination, reference may be made to Chapters XXXIII and XXXVII of the Regulations of this University. For the list of books recommended for the M.A. or M.Sc. Examination, reference may be made to the Supplement Volume of the University Calendar (latest edition) or to the Secretary, University Colleges of Arts and Commerce or University Colleges of Science and Technology. The aforesaid publications are available for purchase at any of the leading Book-sellers of Calcutta.

Rules for the Students of other Indian Universities

Holders of the B.A., B.Sc., B.Com., M.A. or M.Sc. degrees of a different Indian University may be permitted to appear at the M.A. or M.Sc. Examination of this University in any of the subjects prescribed in the Regulations of this University (other than a Science subject) as non-collegiate students provided:—

(*i*) they have prosecuted a regular course of study in the Post-Graduate Classes of this University for a period of one academic session immediately preceding the Examination to which admission is sought; and

(*ii*) they have passed any of the relevant Examinations mentioned above not less than three years previously; and

(*iii*) the conditions laid down in the Regulations regarding taking up of a particular subject or Group or Special Papers in a subject for the Examination have been fulfilled.

N.B.—Candidates are not eligible for admission to the M.A. Examination in Commerce unless they have passed the B.Com. Examination.

LL.M. EXAMINATION

Any candidate who has obtained the Degree of Bachelor of Law may be examined for the Degree of Master of Law. A candidate seeking admission to the Examination of this University as a non-collegiate student should submit a formal application for permission to appear at the same supported by the following documents and fees:—

Requisite documents:—(1) B.L. or L.LB. Diploma *in original*.

(2) In case of candidates belonging to a different University a Migration certificate from the University to which he belongs, permitting him to appear at the LL.M. Examination of this University.

Requisite fees:—(1) Non-Collegiate Student's fee of Rs. 20.

(2) Migration fee of Rs. 20 in case of candidates belonging to a different University.

In case his application for permission to appear at the examination as a non-collegiate student is granted by the authorities he will be required (1) to submit another application in the prescribed form for admission to the examination, a copy of which may be available from the Office of the Controller of Examinations, Calcutta University and (2) to have his name registered as a student of this University if his name has not already been registered as such. For purposes of registration of his name he will have to submit another application in the prescribed form (copy to be obtained from this Office) together with the usual fee of Rs. 5.

The prescribed form of application for admission to the examination duly filled in by the candidate together with a fee of Rs. 200 should be sent to the Controller of Examinations at least three months before the date fixed for the commencement of the examination or before such date as is fixed by the Syndicate every year for the purpose.

Syllabus of studies prescribed for the LL.M. Examination as well as information regarding pass marks and rules for the examination are contained in Chapter XLII of the Regulations and list of books recommended for study for the examination is contained in the Calendar of the University. Copies of the Regulations and the Calendar (latest edition) may be had of any leading Book-seller of Calcutta, Bombay or Madras.

General Information for Non-Collegiate Students

(1) Last dates of submission of applications by the candidates for permission to appear at different examinations as non-collegiate students, as fixed by the Syndicate each year are duly notified in the local newspapers. Such applications for permission to appear at the Intermediate, B.A., B.Com. and B.Sc. Examinations as non-collegiate students should be submitted with requisite fees and documents ordinarily in July or August of the year preceding the examination to which admission is sought. For permission to appear at the M.A. Examination as non-collegiate students applications with fees and documents are required to be submitted generally in January or February of the year of the Examination.

(2) A person who intends to proceed to the M.A. Examination after graduation in the Faculty of Science of this University is required to pass the B.A. Examination in English and Vernacular only, in order to be eligible for admission to the M.A. Examination. The candidate, if successful at the examination, is not, however, entitled to a B.A. Degree. Intending candidates must submit along with their applications, the usual Non-Collegiate Student's fee of Rs. 20 and the original B.Sc. Degree or Marksheet (in original).

(3) A teacher of three years' standing serving in a recognised or approved school or schools may be allowed to appear at the I.A. Examination as a Non-Collegiate Student in one subject or two subjects only. But in order to have a Pass Certificate of the I.A. Examination as a whole or in order to be eligible for admission to the B.A. Examination in future he must have to pass the I.A. Examination in all the subjects as prescribed in the Regulations at a time.

Rules regarding Admission of Medical Students to the B.Sc. Examination

(1) This concession is granted only to students who have passed the Final M.B.B.S. Examination.

(2) Such students are required to take up the Pass Course for the B.Sc. Examination, but only the following combination of subjects are allowed to them:—

(*i*) Physiology.

(ii) & (iii) Any two of the following, namely:—

Zoology, Botany, Anthropology and Experimental Psychology.

(3) Before such students are permitted to appear at the B.Sc. Examination as non-collegiate students they are required to attend—

(*i*) A course of Practical classes only for a period of one year so far as Physiology is concerned, and

(*ii*) A course of both Theoretical and Practical classes for a period of one year in each of the other subjects taken up

(4) If any such student desires to take up the Honours Course in any of the aforesaid subjects, including the subject of Physiology, he should attend a regular course of study for a period of two years, both Theoretical and Practical, in that subject only. This rule may be relaxed by the Syndicate in special cases.

(5) The practical work referred to above must be done in a laboratory recognised by the Syndicate for the purpose.

Rules regarding admission to M.B.B.S. Examination after passing the M.M.F. Examination

(1) Any candidate who has completed the prescribed course of studies for the M.M.F. Examination of the State Medical Faculty of Bengal, in an affiliated Medical College, and has also passed the I.Sc. Examination with Physics, Chemistry and Mathematics or an examination considered equivalent thereto, may appear at the First or the Final M.B.B.S. Examination after having passed a corresponding or a Higher Membership Examination of the State Medical Faculty under the New Regulations:

Provided that such a candidate will not be permitted to appear at the Final M.B.B.S. Examination unless he has previously passed the First M.B.B.S. Examination in all the subjects. The usual time limit mentioned in Chapters XLIV and XLV of the Regulations will not apply in these cases.

(2) A candidate who after passing the Final M.M.F. Examination, intends to appear at the Final M.B.B.S. Examination under the New Regulations, must comply with the following requirements:—

(*a*) That he has attended, after passing the Final M.M.F. Examination, a course of instruction in Anatomy and Physiology in a college affiliated to this University for a period of six months and produces a Certificate of having done so and

(*b*) That he has attended a course of lectures and clinical instructions in the subjects of Medicine, Surgery and Midwifery in a college affiliated to this University for a period of one year and produces a certificate of having done so.

(3) A candidate who attends the course under the preceding rules but fails to pass any of the M.B.B.S. Examinations will not be required to attend a fresh course of studies before proceeding to a subsequent examination of the same standard.

(4) All students appearing at the M.B.S. Examinations under these rules will be deemed as non-collegiate students under Section 7 of Chapter XVI of the Regulations.

Rules regarding Admission to D.P.H. Course after passing M.M.F. Examination

The Membership Examination of the State Medical Faculty of Bengal is recognised as equivalent to the L.M.S. Examination of this University for purposes of Section 2, Chapter I. of the Regulations in connection with the admission of candidates to the D.P.H. Course.

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CHAPTER IV

Rules relating to Submission of Theses for Doctorate Degrees

Doctor of Literature

An M.A. of the University of Calcutta or (subject to the sanction of the Syndicate) an M.A. of any other University recognised by this University, may offer himself as a candidate for the D.Litt. degree provided three years have elapsed from the time when he passed the examination.

Any D.Phil in Arts of this University may also offer himself for the D.Litt. degree.

Every candidate is required to forward with his application *three* copies of thesis (printed or type-written) together with the prescribed fee of Rs. 300.

No application shall be entertained unless two members of the Faculty of Arts or two Doctors in any Faculty of this University or of a University approved by the Syndicate from time to time shall have testified, to the satisfaction of the Syndicate, that in habits and character, the candidate is a fit and proper person for the degree of Doctor of Literature.

Doctor of Science

An M.Sc. or M.Sc. (Tech.) of the University of Calcutta or (subject to the sanction of the Syndicate) an M.Sc. or M.Sc. (Tech.) of any other University recognised by this University, may offer himself as a candidate for the D.Sc. degree provided three years have elapsed from the time when he passed the examination.

An M.D. or M.S. or M.O. or D.Phil. in Science of this University may also offer himself for the D.Sc. degree.

Every candidate is required to forward with his application three copies of thesis (printed or type-written) together with the prescribed fee of Rs. 300.

No application shall be entertained unless two members of the Faculty of Science or two Doctors in any Faculty of this University or of a University approved by the Syndicate from time to time shall have testified, to the satisfaction of the Syndicate, that in habits and character, the candidate is a fit and proper person for the degree of Doctor of Science.

Doctor of Philosophy (D.Phil.)

The Degree of Doctor of Philosophy (D.Phil.) is awarded in

(*a*) Arts (*vide* Chapter XXXIII-A of the University Regulations).
(*b*) Science (*vide* Chapter XXXIII-A of the University Regulations).
(*c*) Medicine (*vide* Chapter XLVI-D of the University Regulations).
(*d*) Engineering (*vide* Chapter LIII-C of the University Regulations).
(*e*) Agriculture (*vide* Chapter XXXIII-B of the University Regulations).

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Minimum qualifications required for registration of names for the different D.Phil. degrees as noted above, are as follows:—

(*a*) M.A. for D'Phil in Arts.
(*b*) M.Sc. or M.Sc. (Tech.) for Science.
(*c*) M.B.B.S. or L.M.S. for Medicine.
(*d*) B.E. or B.Arch. or B.Met. or M.E. for Engineering.
(*e*) M.Sc. in Agriculture or M.A. or M.Sc. in Allied subject for Agriculture.

Applications for registration of names should be submitted in the *prescribed forms*, to be had of the office of the Registrar, Calcutta University, together with D.Phil. Registration fee of Rs. 50 each.

A candidate for the D.Phil. degree shall submit *three* typewritten or printed copies of thesis along with a fee of Rs. 200 provided his name has been duly registered and he fulfils the requirements of the Regulations as to the nature and prescribed period of research work. A certificate from the Supervisor should be submitted along with a letter forwarding the thesis.

Last dates for submission of applications for registration of names and also for submission of fees and theses during each year have been fixed as 31st January, 30th April, 31st July and 15th November.

The Syndicate may, in special cases, after considering the recommendation of the D.Phil. Degree Committee, permit a candidate to submit *thesis prepared independently.*

Research Studentships, Scholarships, Medals and Prizes

Research Studentships and Scholarships are awarded on Research work, such as, Prem Chand Roy Chand Research Studentship, Kalyan Kumar Mukherjee Research Scholarship, Ghosh, Palit and Khaira Research Scholarships, etc. Details are contained in Chapter IX of the University Calendar (1952 Edn.), Vol. I.

Medals and prizes are also awarded on Research work, such as, Griffith Memorial Prize, Jubilee Research Prize, Sir Asutosh Mookerjee Medal, etc. Details of these are contained in the above Chapter of the Calendar.

Scholarships for Study in and outside India

(i) *Bangabala Mookerjee Scholarship*:

Bangabala Mookerjee Scholarship of Rs. 1,200 per annum is tenable for four years for study for B.Sc. (Nursing) in the College of Nursing under the University of Delhi or in any other college of equivalent standard. Candidates must be young women of West Bengal having Bengali as their mother-tongue and ordinarily not above the age of 25 years. In special circumstances relaxation of age may be made up to 30 years. No candidate shall ordinarily be eligible for the scholarship if the total income of

the family or the joint family to which she belongs exceeds Rs. 6,000 a year. A declaration to this effect countersigned by a Gazetted Officer of Government must be submitted by the candidate. The scholarship may be combined with any other scholarship or stipend provided the aggregate value does not exceed the total amount of the estimated annual expenditure of the scholar at the college where she is prosecuting her studies. No scholarship shall be awarded unless the father, the mother or the guardian of the candidate, or any other person interested in her welfare executes a bond in favour of the University of Calcutta undertaking to keep her at the college for the whole course of studies and in default to refund to the scholarship fund the amount of scholarship drawn by her.

Applications are invited by advertisement in the local newspapers every year ordinarily in the month of June and 31st July is ordinarily fixed as the last date for submitting applications in the prescribed form available in the Office of the Registrar, Calcutta University.

N.B.—This is an annual award.

(*ii*) *Biharilal Mandakini Scholarship*:

The value of the scholarship is Rs. 200 per month tenable for one year. It is to be awarded to a First Class or Second Class M.A. or M.Sc. in Applied Physics, Radio-physics and Electronics or Applied Chemistry, who must be a Bengali Hindu, for carrying on research in any branch of the subject of his examination under a Professor, Reader or Lecturer of this University. Applications should be submitted to the Registrar by the 31st May in the prescribed form to be obtained from his office.

Applications are invited by advertisement every year in the local newspapers ordinarily in the *month of April*.

N.B.—This is a biennial award.

(*iii*) *Darbhanga Research Scholarship*:

The scholarship will be awarded for the purpose of encouraging original research in Medicine in its various branches, and all Graduates and Licentiates in Medicine and Surgery of the University of Calcutta are eligible to compete for the same. The value of the scholarship is Rs. 50 a month tenable for one year only from July to June.

The terms and conditions of the award will be found in the University Calendar (edition of 1952, pages 229-30).

Applications must be submitted not later than the 30th of April in the prescribed form, available on application from the Office of the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of January*.

N.B.—This is a biennial award.

(iv) *Dr. Kamal Krishna Raha Scholarship*:

The value of the scholarship is Rs. 70 per month tenable for three years. It is to be awarded every year for the purpose of enabling suitable candidates to undergo a course of training or to carry on research or investigation in any of the following branches of learning:—

(*a*) Practical Aeronautics,
(*b*) Practical Submarine Operation,
(*c*) Practical Military Science,
(*d*) Rural Reconstruction, and
(*e*) Handicrafts.

Candidates of Bengali parentage who have passed the I.Sc. Examination of this University and who shall be not less than 17 or more than 19 completed years of age may only apply. For rules of the scholarship references may be made to the University Calendar Supplement for 1951, pp. 193-95.

Applications must be submitted in the prescribed form to the Registrar, Calcutta University, not later than 15th February. Prescribed forms are available on application at the Office of the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of January*.

N.B.—This is a triennial award.

(v) *Guruprasanna Ghosh Scholarship*:

The scholarship is awarded every year for study *outside India*.

The value of the scholarship is Rs. 2,000 per year tenable for three years.

The scholarship is intended for such young men as may desire to specialise in some subjects of Arts, Science, Agriculture or Industry.

Information regarding qualifications of candidates for the scholarship is contained in the Calendar pages 616-20, Edn. of 1952.

Applications must be submitted in the prescribed form to the Registrar, Calcutta University, not later than the 1st February. Prescribed forms will be available on application at the Office of the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of December*.

N.B.—This is an annual award.

(vi) *Jnanendramohan Sen and Sarala Sen Scholarships*:

Two Jnanendramohan Sen Scholarships and one Sarala Sen Scholarship for higher studies in Education are awarded every year. Each scholarship is of the value of Rs. 75 per month. Of the two Jnanendramohan Sen Scholarships one is awarded to a non-Muslim possessing high academic qualifications and the other may be awarded to a Muslim capable of carrying on higher studies in Education after obtaining the B.T. degree. The Sarala Sen Scholarship is awarded to a Lady Teacher qualified for

carrying on higher studies in Education. The scholarships are tenable for one year in the first instance but may be renewed for a second year and even for a third year, if the work of the scholars be reported as satisfactory and deserves such support. The Syndicate may allow a teacher to continue in his post as a teacher of a recognised school or of an affiliated college, if such continuance does not hinder his work as a research scholar. The scholarships are tenable for Post-Graduate Studies in Education beyond the B.T. Degree Course, *i.e.*, for Master's Degree in Education or for a Doctor's Degree in the field of Education including Psychology, Sociology and allied subjects.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of February*.

Applications are to reach the Registrar *on or before the 30th April*.

N.B.—These are annual awards.

(vii) *Kalyankumar Mukherjee Research Scholarship*:

The value of the scholarship is Rs. 50 per month, tenable for one year for carrying on research on some subject to be selected by the Committee.

The scholarship is tenable either at the University College of Science or any Institute or Laboratory in or outside India as may be decided by the University at the time of making the award.

Detailed rules regarding the scholarship will be found on pages 255-57 of the University Calendar for the year 1952.

Applications should be forwarded in the prescribed form to the Registrar, Calcutta University, not later than the 15th September. Prescribed forms are available on application at the Office of the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of August*.

N.B.—This is an biennial award.

(viii) *Radhikamohan Educational Scholarship*:

The scholarship is awarded every year for study in or outside India.

The total value of the scholarship is Rs. 4500 and tenable for two years.

The scholarship is awarded for specialising in Mechanical Engineering or in Chemical or some other Technical Industry or in Agriculture according to the terms and conditions laid down in the rules for the scholarship.

Candidates for the scholarship must be Bengali Brahmins (preferably Barendra) of not less than 20 or more than 30 completed years of age.

Applications must be submitted in the prescribed form, to the Registrar, Calcutta University, not later than the 1st March, 1956.

The prescribed form may be had on application at the Office of the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of December*.

N.B.—This is an annual award.

(ix) *Ramcharan Mitra Scholarships*:

The value of the scholarships is Rs. 25 each, per month, tenable for one year for technical training in Industrial Firms or Technical Institutes or both. For this purpose arrangements may be entered into with industrial concerns for providing necessary facilities for practical training. If necessary, the scholars besides undergoing the industrial training arranged for may also be required to attend any Technical Institute.

The scholarships are open to Hindus only, who must be unmarried and remain so during the period of training. Intending candidates must have passed the Matriculation Examination or its equivalent in the First Division and produce necessary certificates testifying to their moral character and pecuniary circumstances. The scholarships are awarded only to such candidates as may be unable to continue their studies without them. The selected candidates will have to execute a bond that he will complete his course or refund the amount of stipend received by him, in case of default.

The applications should be submitted to the Registrar (not by name) by the *30th April* in the prescribed form to be obtained from his office.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of February*.

N.B.—This is an annual award.

(x) *Ramgopal Ghosh Scholarship*:

Ramgopal Ghosh Scholarship for study outside India is intended for Science graduates of this University for the purpose of acquiring further knowledge in any branch of Applied Science, Engineering or Technology.

The value of the scholarship is Rs. 2000 tenable for one year.

For further particulars about the scholarship reference may be made to the Calendar (pages 1452-53, Edn. of 1952).

Applications must be submitted in the prescribed form, to the Registrar, Calcutta University, not later than the 1st February.

The prescribed form may be had on application to the Registrar.

Applications are invited by advertisement in the local newspapers every year ordinarily in the *month of December*.

N.B.—This is an biennial award.

(xi) *Sibley Scholarship*:

The Scholarship is awarded for study in Civil, Electrical, Mining, Mechanical or Metallurgical Engineering. The value of the Scholarship is Rs. 350 per month, tenable for one year in some advanced country overseas. It is open to Graduates of this University in the Civil, Electrical, Mechanical or Metallurgical Engineering and to Diploma holders of the Indian School of Mines, of not more than two years' standing, who have

passed the B.E. Examination or the Mining Diploma Examination in the First Class or Division as the case may be. In the case of Mining Diploma Holders the candidates must have passed the I.Sc. Examination of the Calcutta University. The Scholarship is tenable at an institution, laboratory, Government Department or Engineering Firm as may be approved by the Syndicate at the time of making the award.

The cost of passage, equipment, etc., or premium, if any, is to be borne by the candidate himself. The candidate or his guarantor must deposit the return passage with the University before the candidate proceeds abroad.

Applications for the Scholarship should be made in the prescribed form which may be obtained from the Registrar, Calcutta University and must reach him not later than 1st April.

Appplications are invited by advertisement in the local newspapers every year ordinarily in February.

N.B.—(*i*) The Scholarship is awarded in the following order:—

(1) One year in Civil Engineering

(2) Another year in other branches of Engineering.

(*ii*) This is an annual award.

(xii) *Sudhirkumar Mookerjee Scholarship:*

The Scholarship of the value of Rs. 1,000 per annum is tenable at the Prince of Wales Military College, Dehra Dun (or any other college for Military Training set up by the Government of India and approved by the University) for the duration of the course.

The scholarship is open, without any distinction of caste, creed or religion, to citizens of India, with Bengali as their mother-tongue but no candidate will ordinarily be eligible for it if the total annual income of his family or joint family exceeds Rs. 12,000 a year. The scholarship may be combined with any other scholarship or stipend provided that the value of the combined scholarship does not exceed the total amount of the estimated annual expenditure of the scholar at the college.

No scholarship will be awarded unless the candidate's parent/guardian executes a bond to keep him at the college for the whole course, and to send him thereafter for further training to such institution as may be determined by the Government of India with a view to his admission to the Armed Forces, or in default to refund the amount of scholarship actually drawn by him.

Applications should be submitted to the Registrar by the *31st August* in the prescribed form to be had of his Office.

Applications are invited by advertisement in local newspapers every year ordinarily in the *month of July*.

N.B.—This is a biennial award.

APPOINTMENT AND INFORMATION BOARD AND STUDENTS' ADVISORY BUREAU (OVERSEAS)

The Board secures employment for University trained youngmen and women and arranges practical training facility by getting constantly in touch with potential employers (Industrial and Commercial Community). The Board maintains registers for qualified candidates and makes recommendations to firms when requested, after interviewing candidates.

The Students' Advisory Bureau (Overseas) offers advice and information to University students regarding facilities available for higher studies and research in various faculties and for practical training overseas and to secure for them in conjunction with our foreign offices, admission to academic and professional institutions and facilities for practical training in industrial and commercial firms.

This is a joint organisation and its office is located in the ground floor of the Darbhanga Buildings, College Square, Calcutta. It also serves as an information centre in the University for the following purposes:—

(*a*) Information regarding various courses of studies offered by the different Indian Universities and technical institutions.

(*b*) Information regarding various competitive examinations and other recruitments by Government and semi-Government Departments.

(*c*) Information and guidance to the public and the students who might have *business in the Registrar's office*.

(*d*) Information and guidance to the public and the students who might have *business in the Controller's office*.

CHAPTER V

LAST DATES

*** 1. Last Dates for Submission of Applications and Theses for Research Studentships, Medals, Prizes, etc.**

Griffith Memorial Prize	2nd January
Jogendra Chunder Ghosh's Research Prize in Comparative Indian Law	2nd January
Nagendranandini De Medal	2nd January
Sir Asutosh Mookerjee Medal	2nd January
Nagarjuna Prize	2nd January
Bengal Immunity Research Prize	2nd January
Sir Asutosh Mookerjee Zoology and Botany Prizes	2nd January
Kamal Krishna Raha Scholarship	15th February
Maharaja of Darbhanga Scholarship	30th April
Basanta Medal	30th April

* Detailed rules for submission of applications and Theses *vide* Chapter IX of the Calendar, Vol. I of 1962.

Jubilee Research Prize	30th June
Anandaram Barooah Gold Medal	30th June
Beereshur Mitter Medal	1st October
Mrinalini Medal	31st October
Rani Ramrakshi Gold Medal	31st October
Khujasta Akhtar Banu Suhrawardy Gold Medal	31st October
Agharkar Commemoration Medal	30th November
Zainul Abedin Gold Medal	30th November
Premchand Roychand Studentship	30th November
Mokshadasundari and Nalinisundari Gold Medal	30th November
Onauthnauth Deb Prize for the promotion of Researches in Law	30th November
2. Last Dates for Registration of Names for D.Phil Degree	31st January, 30th April, 31st July and 15th November

3. Last Dates for Submission of Applications for Scholarships for Study outside India:—

(*a*) Guruprasanna Ghosh Scholarship	1st February
(*b*) Radhikamohan Scholarship	1st March
(*c*) Ramgopal Ghosh Scholarship	1st February

N.B.—Detailed rules for submission of applications and Theses for Research studentships, Medals, Prizes, etc., *vide* Chapter IX of the Calendar, Vol. I of 1952.

4. Last Date for Submission of Applications for Permission to appear at the different University Examinations as Non-Collegiate Students:—

(*a*) Intermediate, B.A. and B.Com. Examination as non-collegiate external students	Ordinarily in August
(*b*) Intermediate Examination as non-collegiate students (Teacher, Combatant and Female candidates)	Ordinarily in September*
(*c*) B.A., & B.Sc. as non-collegiate students (Teacher, Combatant and Female candidates)	Ordinarily in October
(*d*) B.Com. as non-collegiate students (Teacher, Combatant and Female candidates)	Ordinarily in November
(*e*) B.T. as non-collegiate students	Ordinarily in February
(*f*) M.A. and M.Sc. as non-Collegiate students	Ordinarily in March

Exact dates are notified each year in the local newspapers in due time.

CALCUTTA UNIVERSITY CENTRAL LIBRARY

5. Last Dates for submission of Fees for Admission to the different University Examinations and Commencing Dates for such Examinations.

Last dates for submission of Fees for admission to different University Examinations and commencing dates for such Examinations are notified each year in local newspapers for information of the public.

A list of Examinations held during 1955-56 on dicerent dates are given below. This will indicate the time in which a particular Examination is ordinarily held.

Examinations	Date of Commencement	Last date of Submission of Fees and Forms
Certificate in Tanning ...	Monday, 4th July, 1955	21st May, 1955
Dip. in Librarianship ...	Tuesday, 5th July, 1955	4th April, 1955
T.D.D. ...	Friday, 15th July, 1955	4th June, 1955
Certificate in Applied Psychology ...	Monday, 18th July, 1955	4th June, 1955
M.Sc. (Tech.) Part II ...	Monday, 25th July, 1955	23rd May, 1955
T.T. Art Appreciation ...	Thursday, 11th August, 1955	11th July, 1955
First B.V.Sc. (Parts I & II) ...	Wednesday, 17th August, 1955	18th July, 1955
D.O.M.S. Part I ...	Wednesday, 17th August, 1955	18th July, 1955
D.T.M.&H.	Monday, 22nd August, 1955	18th July, 1955
I.A. & I.Sc. (Compartmental) ...	Friday, 26th August, 1955	25th July, 1955
M.Sc. (Tech.), Part I ...	Thursday, 1st September, 1955	4th July, 1955
M.Sc.(Ag.), Part I ...	Thursday, 1st September, 1955	4th July, 1955
D.G.O. ...	Friday, 9th September, 1955	8th August, 1955
I.Sc.(Ag.), Compartmental	Monday, 12th September, 1955	22nd August, 1955
Diploma in Dietetics ...	Wednesday, 14th September, 1955	16th August, 1955
Certificate in Languages	Wednesday, 14th September, 1955	29th July, 1955
D.O.M.S. Part II ...	Monday, 19th September, 1955	16th August, 1955
D.P.H., Part I ...	Friday, 23rd September, 1955	22nd August, 1955
B.A. & B.Sc. (Compartmental) ...	Monday, 26th September, 1955	16th August, 1955
D.I.H., Part I ...	Monday, 3rd October, 1955	2nd September, 1955
Diploma in Nutrition, Part I ...	Monday, 3rd October, 1955	2nd September, 1955
M.A. & M.Sc. ...	Wednesday, 2nd November, 1955	9th August, 1955
Diploma in Nutrition, Part II ...	Friday, 18th November, 1955	10th October, 1955
D.P.H., Part II ...	Friday, 18th November, 1955	10th October, 1955
D.I.H., Part II ...	Friday, 18th November, 1955	10th October, 1955
B.Com. (Compartmental)	Friday, 18th November, 1955	27th September, 1955
B.D.S. (First, Second and Third Professionals) ...	Monday, 21st November, 1955	3rd October, 1955
M.E. (Master of Engineering) ...	Monday, 21st November, 1955	20th October, 1955
B.E. ...	Monday, 21st November, 1955	26th September, 1955
B.Arch ...	Monday, 21st November, 1955	26th September, 1955
First M.B.B.S. ...	Tuesday, 29th November, 1955	3rd October, 1955

Examinations	Date of Commencement	Last date of Submission of Fees and Forms
Final M.B.B.S. ...	Tuesday, 29th November, 1955	3rd October, 1955
Diploma in Social Work	Tuesday, 29th November, 1955	3rd October, 1955
B.Sc.(Ag.) Compartmental	Wednesday, 30th November, 1955	19th October, 1955
Diploma in Journalism ...	Monday, 12th December, 1955	21st November, 1955
M.D. ...	Monday, 12th December, 1955	
M.O. ...	Monday, 12th December, 1955	
M.S. ...	Monday, 12th December, 1955	
Diploma in Sp. English	Wednesday, 14th December, 1955	14th September, 1955
LL.M.	Wednesday, 14th December, 1955	14th September, 1955
Diploma in Nutrition, Part I ...	Wednesday, 4th January, 1956	2nd December, 1955
D.P.H., Part I ...	Wednesday, 4th January, 1956	2nd December, 1955
D.I.H., Part I ...	Wednesday, 4th January, 1956	2nd December, 1955
Diploma in Languages	Thursday, 5th January, 1956	17th November, 1955
T.D.D. ...	Thursday, 5th January, 1956	5th December, 1955
LL.B. ...	Tuesday, 17th January, 1956	17th December, 1955
D.O.M.S., Part I ...	Thursday, 2nd February, 1956	4th January, 1956
D.O.M.S., Part II ...	Monday, 13th February, 1956	9th January, 1956
D.T.M. & H. ...	Monday, 20th February, 1956	16th January, 1956
First B.V.Sc. (Parts I and II) ...	Monday, 20th February, 1956	20th January, 1956
Dip. in Anæsthesiology	Monday, 20th February, 1956	20th January, 1956
B.Mus. Sp. Test ...	Monday, 20th February, 1956	20th January, 1956.
I.Sc. (Ag.) ...	Wednesday, 14th March, 1956	2nd February, 1956
I.A. and I.Sc. ...	Monday, 19th March, 1956	10th January, 1956
D.I.H., Part II ...	Wednesday, 21st March, 1956	20th February, 1956
Diploma in Dietetics ...	Wednesday, 21st March, 1956	20th February, 1956
Diploma in Nutrition, Part II ...	Wednesday, 21st March, 1956	20th February, 1956
D.P.H. Part II ...	Monday, 2nd April, 1956	20th February, 1956
D.M.C.W. ...	Monday, 2nd April, 1956	28th February, 1956
M.E. (Public Health)	Monday, 2nd April, 1956	28th February, 1956
B.Sc. (Ag.) ...	Monday, 2nd April, 1956	2nd March, 1956
B.A. & B.Sc. ...	Tuesday, 3rd April, 1956	6th February, 1956
D.G.O. ...	Tuesday, 3rd April, 1956	5th March, 1956
First M.B.B.S. ...	Tuesday, 17th April, 1956	2nd March, 1956
Final M.B.B.S. ...	Tuesday, 17th April, 1956	2nd March, 1956
Domestic Science Training ...	Practical—Wednesday, 18th April, 1956; Theoretical—Tuesday, 1st May, 1956	2nd March, 1956
Diploma in Social Work	Wednesday, 22nd May, 1956	27th April, 1956
B.E. ...	Monday, 7th May, 1956	9th April, 1956
B.Arch. ...	Monday, 7th May, 1956	9th April, 1956
B.T. ...	Tuesday, 15th May, 1956	2nd March, 1956
B.Com. ...	Friday, 18th May, 1956	7th March, 1956
B.D.S. (First, Second, Third Professional and Final) ...	Monday, 4th June, 1956	14th May, 1956

Examinations	Date of Commencement	Last date of Submission of Fees and Forms
D.T.R.P. ...	Monday, 4th June, 1956	7th May, 1956
Diploma in Librarianship ...	Tuesday, 26th June, 1956	25th April, 1956
LL.B. ...	Tuesday, 26th June, 1956	28th May, 1956

N.B.—Fees are accepted with a Delay Fee of Rs. 5 for each candidate for the above examinations till seven days after the last date for submission of fees and forms as noted against each examination.

CHAPTER VI

FEES

Rates of Fees for admission to different Examinations :—

Examination	Rs.	As.	P.
*I.A.	30	0	0
*I.Sc.	31	0	0
†I.A. & I.Sc. (for one special subject)	15	0	0
I.A. & I.Sc. (for Compartmental)	15	0	0
*B.A. & B.Sc. (Pass)	45	0	0
B.Sc. (Ag.) (Pass)	45	0	0
B.A. & B.Sc. (Hons.)	55	0	0
B.Sc. (Ag.) (Hons.)	55	0	0
B.Sc. (Ag.) (for Compartmental)	23	0	0
†B.A. & B.Sc. (for one special subject—Hons.) ...	28	0	0
B.A. & B.Sc. (for one subject—Honours after passing the degree examination)	55	0	0
B.A. & B.Sc. (for one special subject—Pass) ...	23	0	0
B.A. (for English and Bengali only after passing B Sc.)	45	0	0
B.A. & B.Sc. (for Compartmental)	23	0	0
*B.Com.	45	0	0
B.Com. (for Compartmental)	23	0	0
M.A.	80	0	0
M.Sc.	90	0	0
M.Sc. (Tech.), Part I	60	0	0
M.Sc. (Tech.), Part II	85	0	0

* Candidates are required to pay in addition to the usual Examination Fee an extra sum of Rs. 2 for a mark sheet to be supplied after the publication of the results.

† Candidate must be prosecuting his/her studies in a college affiliated to this University and when required under the rules of the University to appear in a subject.

	Rs.	As.	P.
Certificate in Tanning	50	0	0
Certificate in language	40	0	0
B.T.	40	0	0
Diploma in Spoken English	50	0	0
Diploma in Language	60	0	0
Diploma in Domestic Science Training	30	0	0
Teachers' Training Certificate Art Appreciation ...	10	0	0
Law (Pre., Inter. or Final—each)	30	0	0
First M.B.B.S., Part I	15	0	0
First M.B.B.S., Part II	35	0	0
First M.B.B.S., Parts I & II	50	0	0
Final M.B.B.S., Parts I & II	80	0	0
LL.M.	200	0	0
D.O.M.S. (Part I)	100	0	0
D.O.M.S. (Part II)	100	0	0
D.P.H. (Part I)	100	0	0
D.P.H. (Part II)	100	0	0
D.P.H.—Fee of a candidate who fails to pass or present himself at the Examination in each part	50	0	0
D.G.O.	100	0	0
D.M. & C.W.	100	0	0
D.M. & C.W. (under Section 4)	50	0	0
Dip. Diet.	100	0	0
D.I.H.	100	0	0
T.D.D. (Diploma in Tuberculous Diseases) ...	50	0	0
Diploma in Journalism	60	0	0
Diploma in Social Work	60	0	0
Diploma in Social Work (under Section 6) ...	30	0	0
Diploma in Soap Technology	100	0	0
Diploma in Librarianship	40	0	0
D.T.R.P.	100	0	0
B.E. (Part I)	40	0	0
B.E. (Part II)	50	0	0
B.Arch. (Part I)	30	0	0
B.Arch. (Part II)	50	0	0
B.Arch. (Part III)	60	0	0
M.E. (Public Health)	100	0	0
Certificate in Applied Psychology	30	0	0
B.D.S. (First, Second and Third Professional) ...	30	0	0 (each)
B.D.S. (Final Professional)	50	0	0
D.T.M. & H.	100	0	0
Diploma in Nutrition (Part I)	100	0	0
Diploma in Nutrition (Part II)	100	0	0

Diploma in Anaesthesia (Part I)	100	0	0
Diploma in Anaesthesia (Part II)	100	0	0

Rates of Fees for Marks, Certificates, Diplomas, etc.

Marks (for all examination)[1]	3	0	0
Detailed Marks (for I.A., I.Sc., B.A., B.Sc., M.A. & Law)[1]	4	0	0
Crossed list (for all examinations)[1]	0	4	0
Duplicate Admission Card (for Matric.)*[1] ...	2	0	0
Duplicate Admission Card (for I.A., I.Sc., B.A., B.Sc., M.B., Law, etc.)*[1]	4	0	0
Provisional Certificate for a degree examination*[1] ...	5	0	0
Duplicate Entrance or Matric. Certificate for a deceased candidate	10	0	0
Diploma Fee (from absentia)*[1]	5	0	0
Special Certificate for Graduates proceeding abroad for further study*[1]	25	0	0
Duplicate Diploma*[1] ... ... Rs. 5 &	20	0	0†
Special Certificate mentioning subjects*[1] ...	5	0	0
Migration Certificate*	20	0	0
Certified Copy of Entries*[1]	5	0	0
Registration Receipt*	5	0	0
Duplicate Registration Receipt[1]	1	0	0
Special Certificate mentioning subjects offered at the degree examination of any year before 1948 ...	20	0	0
Fee for change of centre of Examination* ...	10	0	0
Certified copy of application for admission to Matric. Examination	2	0	0
Certified copy of application for admission to any other examination†[1]	4	0	0
Fee for scrutiny of Answer Papers†	10	0	0
Order of Merit Fee (in connection with each position)	5	0	0
Fee for admission to colleges after the last date ...	5	0	0
Fee for condonation of shortage in the percentage of attendance at lectures	10	0	0
Fee for submission of application forms and fee after the last date	5	0	0
Fee for alteration in the name or surname ...	50	0	0
Fee for correction in the entry of ages	50	0	0
Migration Fee	20	0	0
Non-Collegiate Student's Fee	20	0	0

* Applications should come through the Head of the Institution concerned.
[1] For urgent issue double the usual rate of fee is charged.
† For all duplicate copies of diplomas for examination prior to 1948.

Rules for refund of Examination fees

(1) That no refund of Examination fee will be made except in the case of death of a candidate before the examination. The refund will be made after deducting Rs. 2 only for expenses already incurred.

(2) That in other cases of non-appearance at an examination, only under circumstances of an exceptional nature, the Syndicate may consider applications for carrying over the Examination fees paid by candidates for the purpose of the next examination of the same standard, after deducting Rs. 2 only for expenses already incurred. Such applications must be submitted before, or where this is not possible, *within one week of the commencement of the examination*, and must be recommended by the Heads of Institutions concerned or by some responsible persons in the case of non-collegiate or private students. In recommending such applications persons concerned must satisfy themselves regarding the pecuniary circumstances of the candidate. *Certificates* in original from the persons, who can testify to the circumstances of the candidates from their personal knowledge, should be forwarded along with the applications. Information should be supplied regarding any concession enjoyed by the applicants during their careers and also the occupations of their guardians. The Syndicate must be also satisfied that the failure of the candidates to appear at the examination was due to circumstances beyond their control.

(3) That Heads of Institutions will use their discretion in forwarding applications in the light of the considerations noted above.

CHAPTER VII

Rules for Change of Centre of Examinations

(1) Candidates from the same Institution must appear at an examination at the same Centre. No individual candidate except the Private and non-collegiate students not attached to any college should have any choice for the selection of his or her Centre of examination.

(2) A candidate may, however, apply for change of Centre of examination under exceptional circumstances, for which an application should be made through the Head of the Institution concerned in accordance with the under-noted directions:—

(*i*) Each application for change of Centre should be submitted *in duplicate* and in the form as per specimen printed in the Appendix. One copy is to be attached to the candidate's application for admission to the examination. The other copy is to be forwarded in a separate cover to the Controller of Examinations along with a letter from the gentleman undertaking to identify him in the examination hall and the M.O. receipt or the University Challan for Rs. 10 to be paid in connection with the case of each candidate. The fee for change of Centre must not be sent along with the examination fees.

(*ii*) No application for change of Centre will be entertained after the last date fixed for the submission of fees and forms for admission to the examination concerned.

(3) An examinee applying for change of Centre should satisfy himself or herself, at least a week before the commencement of the examination, that his or her application has been granted.

(4) Once permission for change of Centre has been granted, the fee paid for the purpose cannot be refunded. For changing the Centre for the second time, the same procedure will have to be followed over again.

Rules regarding Scrutiny of Answer Papers

Answer papers of a candidate at a University Examination are not re-examined on merits after publication of the results, but they may be scrutinised in order to ascertain whether marks have been assigned to every question or part thereof, whether they have been correctly added to make up the total, and whether the total has been correctly transcribed in the Tabulation Rolls. The candidate who wants his answer papers to be scrutinised has to apply to the Controller of Examinations with a fee of Rs. 10 through the Head of the Institution from which he was sent up for the examination. The Head of the Institution is to certify that he is convinced that there are strong and sufficient grounds for such scrutiny.

No such application is accepted, unless it reaches the University office *within one month from the date of publication of the results.*

Under no circumstances a candidate or his reresentative is allowed to see the answer papers or to be present at the time of scrutiny.

Mark-sheets and Crossed Lists

Rules

(1) Mark-sheets and Crossed Lists for any examination are not issued within one fortnight from the date of the publication of the results.

(2) Mark-sheets and Crossed Lists are issued after ten clear working days from the date of receipt of the requisite fees in the University, subject to the condition mentioned in the first paragraph.

(3) Crossed Lists for M.A. and M.Sc. Examinations and of the absentee candidates of any examination *are not issued.*

(4) Mark-sheets and Crossed Lists may, however, be issued within three clear working days on payment of an additional urgent fee equivalent to the amount payable in ordinary cases.

(5) Mark-sheets and Crossed Lists *are not issued* to candidates whose examination has been cancelled.

(6) *Detailed* Marks for *any* Examination held *before 1952* are not available.

(7) *Detailed Mark-sheets* for examinations held in 1952 and subsequent years are available for the I.A., I.Sc., B.A., B.Sc., M.A. and Law Examinations *only.*

(8) Candidates who deposit the fees at the University Cash Counter are to take delivery of their Mark-sheets or Crossed Lists *direct* from the office of the Controller of Examinations on presentation of *the receipt*. In such cases Mark-sheets or Crossed Lists *are not sent by Post*.

(9) Candidates applying for Mark-sheets and Crossed Lists by Post should state clearly the examination, year and Roll No. in the M.O. Coupon when sending fees for the purpose. Any failure or negligence to supply such full details causes unnecessary delay. Full name and address of the student concerned must also be clearly and legibly stated in the M.O. Coupon.

FEES*		Rs.	A.	P.
Marks	Detailed (Showing marks paper by paper) ...	4	0	0
	Ordinary (Showing marks subject by subject) ...	3	0	0
Crossed List		0	4	0

Rules and Conditions for the Issue of Original Diplomas

Graduates who fail to attend the Convocation to receive their diplomas, should apply for the same to the Controller of Examinations in the prescribed form (available from the office of the Controller of Examinations) through the Principal of their respective colleges.

1. Applications for the issue of Original Diplomas are to be properly countersigned and sent to the Controller of Examinations along with the required fee and the following details:—

(*a*) Full name of the candidate in block letters and his present address in full.
(*b*) The name, year and term of examination.
(*c*) The name of the Institution from which he passed the examination.
(*d*) The Roll and number and the centre for the examination concerned.
(*e*) The University Registration Number and years.
(*f*) The date of receipt of the fees by the University Cashier.

2. *No such application will be entertained unless forwarded by the Head of the Institution from which the candidate passed the examination.*

3. In case of a *purely non-collegiate candidate* or a candidate who was a student of an Institution now outside the territorial jurisdiction of India or of an Institution which is not in existence now, the application may be forwarded by any one of the following persons with the seal of his office, full name, address and designation clearly stated:—

(*i*) A Govt. Inspector of Schools.
(*ii*) The Principal of an affiliated College.
(*iii*) A member of the Senate of this University.
(*iv*) A Stipendiary Magistrate, Munsif or a Judge.

* For urgent issue double the usual fee is charged.

N.B.—Diplomas when issued are sent *after 10 working days* from the date of receipt of the fee, to the person who forwards the application. *Under no circumstances it is delivered or sent to the candidate.*

4. Fee for the issue of Diploma for any year after 1947 is Rs. 5.*

Original Diplomas prior to 1948 have been destroyed. Duplicate copies are available on payment of Rs. 20.

Rules and Conditions for the Issue of Duplicate and Provisional—Admit Cards, Certificates, Diplomas and Special Certificates

(A) A Provisional Certificate or Diploma is issued to a candidate if the Certificate is required *before the issue of the original ones.*

(B) Duplicate Certificates, Admit Cards or Diplomas are issued to candidates if such copies are required by them *after the issue of original ones.*

(C) Special Certificates may be issued *under special circumstances before and after the issue of original ones.*

(1) Applications for the issue of any of the documents mentioned in items in the above A, B, C are to be properly countersigned and sent to the Controller of Examinations along with the required fee and the following details:—

(*i*) Full name of the candidate in block letters and his present address in full.

(*ii*) The name, year and term of the examination.

(*iii*) The name of the Institution from which he was admitted to the examination concerned.

(*iv*) The Roll and Number and the centre for the examination concerned.

(*v*) University Registration Number and Years.

(*vi*) The date of receipt of the fee by the University Cashier.

(2) *No such application will be entertained unless forwarded by the Head of the Institution from which the candidate was sent for being enrolled for the examination concerned.*

(3) In case of a private or non-collegiate candidate (not attached to any college) or a candidate who was a student of an institution now outside the territorial jurisdiction of India or of an institution which is not in existence now, the application may be forwarded by any of the following persons with the seal of his office, full name, address and designation clearly stated:—

(*i*) A Government Inspector of Schools. (*ii*) The Principal of a College affiliated to this University. (*iii*) A Member of the Senate of this University. (*iv*) A Stipendiary Magistrate, a Munsif or a Judge.

* For urgent issue double the usual fee is charged.

১। ডুপ্লিকেট ম্যাট্রিক সার্টিফিকেট বা এ্যাড্‌মিট কার্ডের জন্য প্রার্থীকে অবশ্যই নিজ বিদ্যালয়ের প্রধান শিক্ষকের মারফৎ আবেদন করিতে হইবে।

২। অন্যান্য ডুপ্লিকেট সার্টিফিকেট, ডিপ্লোমা প্রভৃতির জন্য প্রার্থীকে অবশ্যই নিজ কলেজের অধ্যক্ষের মারফৎ আবেদন করিতে হইবে।

৩। যে সকল স্কুল, কলেজ বর্তমানে পাকিস্থানের অন্তর্গত অথবা যাহাদের অস্তিত্ব নাই কেবল সে সকল শিক্ষালয়ের ছাত্রগণ অথবা যাহারা প্রাইভেট বা সম্পূর্ণ নন্‌কলেজিয়েট ছাত্র হিসাবে পরীক্ষা দিয়াছে তাহারা কোন গভর্ণমেণ্ট স্কুল ইনস্পেক্টর, কলিকাতা বিশ্ববিদ্যালয়ের অন্তর্ভুক্ত কোন কলেজের অধ্যক্ষ, কলিকাতা বিশ্ববিদ্যালয়ের সেনেটের কোন সদস্য বা বেতনভোগী ম্যাজিস্ট্রেট, জজ অথবা মুন্সেফের মারফৎ আবেদন করিতে পারে।

N.B.—Such documents when issued are sent after 10 working days from the date of receipt of the fee and application to the person who forwards the application if it is made according to the instructions as stated in the form.

Under no circumstances it is delivered or sent to the candidate.

(4) Matric. Certificates are not issued to those candidates whose age or date of birth has not been properly certified and recorded with this office. Until this is done by the submission of a transfer certificate in original from the school in which the candidate read last or an affidavit sworn before a Magistrate as proof of age, the certificate cannot be issued.

(5) Those who cannot deposit the prescribed fee and the application form with the University Cashier direct, should note the following:—

'Immediate action is possible if the prescribed fee is sent by Indian Postal Order along with the application.

If the prescribed fee is remitted by Money Order, application should be sent later on inserting therein the date of University Cashier's Money Order acknowledgement receipt.'

x ...

Certified Copy of Entries

Any registered student of this University may, at any time, receive a certified coy of all entries under his name on payment of a fee of Rs. 5.*

He should give the following particulars:—

(*a*) Names of all Examinations of this University he passed, or appeared at, with Roll and Number if possible—

(*b*) The years of the Examinations—

(*c*) His Registration number and the year of Registration.

(*d*) The college from which the name was first registered.

N.B.—The application must be submitted through the Head of the Institution where he $\frac{\text{studies now}}{\text{read last}}$

* For urgent issue double the usual fee is charged.

Migration Certificate

An applicant for a migration certificate should submit (1) a formal application through the Head of the Institution under this University in which he prosecuted his studies last, stating his academic qualifications, and his registration number together with the year of registration and (2) the usual Migration Fee of Rs. 20. If he has not yet registered his name as University student, he should do so on payment of an additional fee of Rs. 5 for registration of his name as a student of this University.

The application for a migration certificate should be accompanied by a report from the Principal of the college where he read last *in the prescribed form* available from the Registration Office.

APPENDIX A

Please quote No. and date of the latest communication from this Office.

Application for permission to appear at the I.A., B.A. and B.Com. Examinations must reach this Office on or before the 31st August.

1. Examination to which admission is sought as a non-collegiate external student and the year.	1. Examination I.A. / B.A. / B.Com. Year.....
2. Subjects in which the applicant proposes to appear at the examination.	2. Subjects (in full)—
	Additional subjects (if any)—
3. (a) The previous qualifying examination passed with year of passing.	3. (a).....
(b) Subjects with which passed.	(b).....
(c) The University or Board from which the applicant passed the previous examination.	(c).....
4. Present position or occupation—	4.
5. Reasons for not joining a college after passing the last qualifying examination—	5.
6. If the applicant ever joined any college after passing the last examination, the name of the college, date or year of discontinuance of his studies therein and the reasons for such discontinuance must be stated clearly.	6.
7. The exact date of payment of— (a) Non-Collegiate Student's fee of Rs. 20 (in cash or postal order).	7. (a)
(b) Migration fee (in case of migrating students only).	(b)
8. Registration No. (if any) with the year of registration.	8.
9. Nature of the documents produced— (i) Certificate of the previous examination passed *(in original)*.	9. (i)
(ii) Transfer or Withdrawal certificate in the case of a candidate who was once enrolled as a member of a college but subsequently gave up his studies.	(ii)
(iii) Two copies of bust photographs of the applicant signed by the person who will countersign the application.	(iii)

.....

Countersignature.

Designation.....

Date.....

N.B.—Must be attested by the official seal of the authority concerned.

Signature of (a) a Member of the Senate or Academic Council, (b) a University Teacher, (c) Principal or Teacher of a college under this University, (d) Head Master of a High School recognised by the Board of Secondary Education, West Bengal, or (e) a Government Gazetted Officer, as the case may be.

.....

Signature of the applicant (in full)

Address (in full).....

.....

.....

Father's name.....

Date.....

APPENDIX B

Please quote No. and date of the latest communication from this Office.

Application for Permission to appear at the.....Examination in 195... as a Non-Collegiate Student

(To be used only by a Female Candidate)

1.	(a) Name of the candidate (in Block Capitals with address).	(a) Miss / Mrs.
2.	Father's name.	2.
3.	The last Examination she passed, with year and Roll No.	(i) Matric. 3. (ii) I.A. or I.Sc.
4.	Subjects in which she passed.	(i) Matric. 4. (ii) I.A. or I.Sc.
5.	The last Examination at which she appeared but was unsuccessful (with Roll No. and year) and the subjects in which she appeared.	5.
6.	Name of the institution and the University in which she read last.	6.
7.	*Whether she joined any college since passing the Matriculation or I.A., I.Sc. Examination, as the case may be, or since her failure at the last Examination as stated above.	7.
8.	Subjects in which she desires to be examined	8. { Compulsory :— Additional :—
9.	Nature of documents (in original) enclosed	9.
10.	Registration No., with Year of Registration.	10.
11.	If her name has not yet been registered as a University student, date of submission of Registration Form, as also date of payment of the Registration fee of Rs. 5 (*vide* Direction No. 8).	11.
12.	Date of payment of Non-Collegiate Student's fee of Rs. 20.	12.
13.	To be filled in only by a candidate belonging to a different University or Board. (a) Date of payment of Migration fee of Rs. 20. (b) Whether Migration Certificate in original is enclosed.	13. (a) (b)

(*To be filled up by the College, only in the case of a candidate who joined a College, but subsequently discontinued her studies.*)

Forwarded

.....

Principal,.....College.

Date.....195...

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.....

Signature of the Candidate with address (in full).

Date.....195...

N.B.—This form must not be confused with the Form of Application for Admission to an Examination, which is to be submitted to the Controller of Examinations along with the Examination fee, after necessary permission has been previously obtained. The latter form will be available on application to the Controller of Examinations.

APPENDIX C

Please quote No. and date of the latest communication from this Office.

1. Examination to which admission is sought as a Non-Collegiate Student and the year.	1. Examination..... Year.....
2. Subject or subjects in which the applicant proposes to appear at the examination.	Compulsory :— Optional :—
(a) The last Examination passed with year of passing.	3. (a) .....
(b) Subject in which passed.	(b) (i) Matric.....
	(b) (ii) Intermediate.....
(c) The University from which the candidate appeared.	(c) .....
(d) The last examination at which he appeared but was unsuccessful (with Roll No. and year) and subjects offered.	(d) .....

4. (a) Names of Institutions (in full) in which the applicant has been serving and the nature of his service to be written legibly.	(b) The name of the University or the Education Board by which the institutions are recognised or approved.....	(c) Period of service with precise dates
.....	.....	From.....to.....
	.....	From.....to.....
	.....	From.....to.....

5. Whether certificates of Practical training in each of the Science subjects up to the prescribed standard have been produced.	
6. The exact date of payment of the Non-Collegiate Student's fee of Rs. 20.	
7. Registration No. with the year of registration. [If the candidate has not yet been registered as a University student, the date of submission of the Registration form as also the date of payment of the Registration fee of Rs. 5 only should be mentioned.]	
8. Written assurance of continuing in his present occupation up to the time of the examination to which admission is sought.	
9. Nature of the document produced :— (i) Certificate of the previous examination passed or Admit Card, as the case may be. (ii) Certificate from the Head Master or Secretary of the School (with official seal) stating the exact period and nature of his service.	

Countersigned

Must be attested by the official seal of the authority concerned.

(Signature of the Principal, Head Master, the Secretary of the Institution or of the Govt. Inspector of Schools concerned, as the case may be.)

.....

Designation.....

Name of the Institution or Department.....

.....

District.....

Date.....

Signature of the applicant (in full)...

.....

Address of the School (in full).....

.....

Father's name.....

Date.....

APPENDIX D

Please quote No. and date of the last communication from this Office.

To be filled in by a candidate applying for permission to appear at the M.A. / M.Sc. Examination in 195... as a non-collegiate student and to be submitted to the Registrar, through the Secretary, University Colleges of *Arts and Commerce.* / *Science and Technology.*

1. (a) The last Degree Examination (B.A., B.Sc., B.Com., M.A. or M.Sc.) passed and the year of passing the same.	1. (a)
(b) Subjects (with Group, if any) in which he passed the Examination.	(b)
2. The name of the Institution and the University from which the applicant passed the Examination.	2.
3. Whether he appeared at the M.A./M.Sc. Examination in any previous year; if so, the Roll No. together with the result of the Examination shall be stated.	3.
4. University Registration No. with year of registration	4.
5. Subject (with Group) which he proposes to take up for the Examination [*vide* Rules 1, 2, 4, 5, 6 and 7].	5.
6. Nature of the documents produced [*vide* Rule 8].	6. (i) (ii)
7. Date of payment of the Non-Collegiate Student's fee.	7.
8. (i) Whether he ever joined the Post-Graduate Class; if so, Class, Subject, Roll No. and Session must be stated. (ii) Whether fees, if any, due to the Post-Graduate Department, have been paid in full.	8. (i) (ii)
9. A declaration to the effect that he never joined any other University since he appeared last at an examination of this University.	9.

FORWARDED,

SECRETARY,
Council of University Colleges of
Arts and Commerce. / *Science and Technology.*

Date.....

Name and Address of the applicant in full

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.....

Father's name and Address—

.....

.....

Applicant's Signature in full.....

.....

Date.....

7-5-57